

Friends of the Cuba Library, Inc.  
Board of Directors' Meeting... Minutes  
Wednesday, May 1, 2024

President Heather Forness-Thomas called the meeting to order at 7:07 in the Community Room of the Library. Appointment of Lynn Fulmer, Recording Secretary pro tem, was made at the Monthly meeting, held previously.

**Attendees:** Heather Forness-Thomas, Sarah Vail, Vicky Kameck, Pat Ash, Ashley Hunt, Lynn Fulmer, Tina Dalton and Shauna Comes

**Absent:** Claudia Little, recording secretary

Minutes of the previous meeting were approved as read.

**Director/Officer Reports-**

Treasurer Vicky Kameck reviewed the 2023 Statement of Income and Expenditures. Report included.

**Standing Committee Reports-**

No reports

**Special Committee Reports-**

CCC Meeting was held on April 17, 2024. Report attached. Lynn moved to accept the report and Vicky seconded it. All ayes, motion carried. The report states that the prices will increase. Food contributors will continue to purchase a full priced ticket, but pourers/workers will be discounted to \$15. Also, a motion was made by Pat and seconded by Vicky to pay Caya's Canopies \$195 for CCC rental of glasses and tablecloths. All ayes, motioned carried.

**Unfinished Business-**

Treasurer- We are bonded by position: Treasurer (Vicky Kameck), President (Heather Forness-Thomas), Vice Pres (Sarah Vail) and Secretary. Vicky has paid the bill.

Book Sales- Motion was made to approve \$12 for the printing of posters by Lynn and seconded by Sarah. All ayes, motioned carried.

NYS Sales Tax- No action

Motion was made by Pat and seconded by Vicky to refer to a Policy Committee the five (5) following policies. All ayes, motioned approved.

1. Policy for gifts to other organizations
2. Records Retention Policy
3. Policy for Online Accounts
4. Procedures for Handling Funds
5. Sexual Abuse and Molestation Policy

Motion was made by Sarah and seconded by Vicky to make the Olean Times Herald our official newspaper, according to Resolution #01-2024. All ayes, motioned carried. Resolution is attached.

Inventory of Assets- Pat has a spreadsheet of all materials in the book room, including CCC supplies. This should be updated each year for insurance purposes. Thank you. Pat and Sarah. for this work!!

2024 Budget Amendment- Already done

Posting at JCC for open chairs- Community Through Coffee. Heather is interested in this.

Consideration of Adobe Upgrade- Would be able to lock files online. Adobe and Tech Soup was mentioned and Heather will look into the price.

Library's Wish List- A new stove and refrigerator for the Community Room's kitchen is top on the list. A motion was made that the proceeds from 2024's CCC will go toward these items. Pat moved and Sarah seconded it. All ayes, motion carried. Tina's complete list is included.

NYLA Membership and Dues- Motion was made by Sarah and seconded by Pat to pay the \$150 dues that are due by the end of May. All ayes, motion carried.

**New Business-**

BOD Disclosure and Conflict of Interest Statements- Still needs Claudia's, otherwise done.

Grant computer chairs and adult programming- Already approved at regular meeting

Payments 1<sup>st</sup> quarter copy expenses- Motion was made by Sarah and seconded by Pat to pay \$58.55 to the library for copying. All ayes, motioned carried.

Spring Tea Expenditures- postponed

**Transfer of Signatories**- Motion is attached

Edward Jones- Lynn moved that the Board of Directors of Friends of the Cuba Library, Inc. approve President, Heather Forness-Thomas, to be added to the Friends' Edward Jones account and Patricia Ash, Past President, to be removed from said accounts, this day of May 1, 2024. Sarah seconded the motion. Roll call showed all ayes. Motion carried.

Community Bank (Checking and Savings)- Sarah moved that the Board of Directors of Friends of the Cuba Library, Inc. approve President, Heather Forness-Thomas, to be added to the Friends' Community Bank accounts, and Patricia Ash, Past President, to be removed from said accounts, this day of May 1, 2024. Lynn seconded the motion. Roll call showed all ayes, Motion carried.

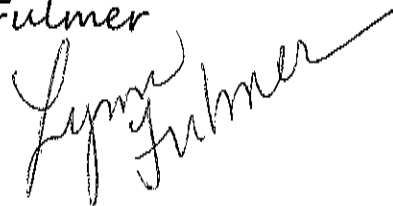
Edward Jones Mature CD- Motion was made by Sarah and seconded by Pat to a 6 month roll over for the \$2000 CD that was renewed on 3/21. All ayes, motioned carried.

Heather asked for forgiveness because she charged \$3.50 at the Cuba Chamber of Commerce for printing. Forgiveness was granted but the payment of charges is postponed until more is accrued.

Motion for adjournment was made by Vicky and seconded by Sarah. All ayes, motioned carried.

Respectfully submitted by Lynn Fulmer, Secretary pro tem

Lynn Fulmer



The next BOD meeting is at 6:00 on Wed, May 15.